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November 8, 2010

Dear NHSN Administrator,

Due to an update NHSN has made with the reporting system, you must now give the Nevada State Health Division the 'right to view your facilities name'. In the new 6.3 version of NHSN, facilities have the ability to confer rights to groups without facility identifiers, as described in the attached CDC document. Before NHSN made this change, the state was able to see the names of the facilities that have joined our user group. However, at this point in time, we are unable to view the names of the facilities that have joined our user group, but have not conferred rights to share facility information.

In order to receive credit for your compliance with NRS 439.847, which mandates joining the Nevada State user group you must confer rights to share your facility information. If you have any questions or concerns, please contact Giovanna Santovito-Carducci at 702-486-6515 x274.

Thank you,

Wendy Simons, Bureau Chief

## Application Notes for NHSN Version 6.3 for Group Users

1. **There are new options to confer rights to patient level data with particular identifiers.** Several groups requested this option because they are not able to obtain certain patient identifiers such as name and SSN, but they would like access to other identifiers such as gender, DOB, ethnicity and/or race.

General

View Options

Patient	<input type="radio"/> With All Identifiers
	<input type="radio"/> Without Any Identifiers
	<input checked="" type="radio"/> With Specified Identifiers <input checked="" type="checkbox"/> Gender <input checked="" type="checkbox"/> DOB <input type="checkbox"/> Ethnicity <input type="checkbox"/> Race
Monthly Reporting Plan	<input checked="" type="checkbox"/>
Data Analysis	<input checked="" type="checkbox"/>
Facility Information	<input type="checkbox"/>

- Facilities conferring rights with selected patient identifiers will continue to not share name and SSN – only the identifiers specified will be shared.
  - Note that many SSI risk models include age, gender, and teaching status. NHSN will consider procedures without these variables to be incomplete and exclude them from the SIR calculation. Solve this by asking facilities to confer rights to these identifiers by using checkboxes for “specified (patient) identifiers”.
2. **There are new options to confer rights to facility identifiers.** Several groups requested this option because they are not able protect facility-specific HAI data under an open records act. With this option, facilities will be able to confer rights to data without sharing their facility identity with the group.

Logged into Pleasant Valley Hospital (ID 10312) as PAULM.  
Facility Pleasant Valley Hospital (ID 10312) is following the PS component.

### Confer Rights-Patient Safety

Please select the rights that group 'Paul's Test Group' should have to facility 'Pleasant Valley Hospital'

[Patient Safety](#) [Healthcare Personnel Safety](#) [Biovigilance](#) [HELP](#)

General

View Options

Patient	<input type="radio"/> With All Identifiers
	<input checked="" type="radio"/> Without Any Identifiers
	<input type="radio"/> With Specified Identifiers <input type="checkbox"/> Gender <input type="checkbox"/> DOB <input type="checkbox"/> Ethnicity <input type="checkbox"/> Race
Monthly Reporting Plan	<input checked="" type="checkbox"/>
Data Analysis	<input checked="" type="checkbox"/>
Facility Information	<input checked="" type="checkbox"/>

- Facilities that are already members of a group will have the box for facility identifiers checked by default, IF they also conferred rights to the group before the new version was released.
- At this time, AHA and CMS numbers will be shared with the group regardless of facility identifiers being conferred. We anticipate that in the next NHSN release in early 2011 NO facility identifiers, including AHA and CMS numbers, will be shared with the group if this box is not checked.
- Groups need to think about how they will work with facilities to correct errors in the data when they do not have facility name, just NHSN organization ID. This is how the group member line list without facilities IDs will look:

Logged into Paul's Test Group (ID 10676) as PAULM.  
All Facilities Selected.

## Organization List

[Print Facility List](#)

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Facility name	Facility ID	City	State
*****	10018	*****	*****
*****	10312	*****	*****
DHQP Memorial Annex	10401	Atlanta	GA

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- When facilities join a group, they join with any components they are active in, even if they don't confer rights to data in all the components.
- If a facility is active in multiple components but they confer rights only to data in the Patient Safety Component, the landing screen will show stars for facilities who have actually granted rights to facility identifiers. However, within the Patient Safety Component, facility identifiers will show up properly on Facility Line List (i.e., this only affects the NHSN Landing Page). To avoid this situation, facilities that are active in multiple components should be sure to check the "Facility Identifiers" box on all tabs of the confer rights screen.

## Welcome to the NHSN Landing Page

Select a facility and component,  
then click Submit to go to the Home Page.

User: PAULM (ID 1597)

Select facility/group from dropdown list:

Grp Paul's Test Group (ID 10676)

Select facility within the above group:

All Facilities  
All Facilities  
\*\*\*\*\* (10018)  
\*\*\*\*\* (10312)  
\*\*\*\*\* (10401)

Select component:

Submit



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### 3. Group users can now obtain a list of their member facilities in NHSN.

- In the NHSN navigation bar, follow Group → Find Facility.
- Group users can search for a given facility (or facilities) or produce full line list by leaving the search fields blank.
- To print the line list, click "Print Facility List" above the facility table.

Logged into Paul's Test Group (ID 10676) as PAULM.  
All Facilities Selected.

## Organization List

[Print Facility List](#)

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Facility name	Facility ID	City	State
DHQP MEMORIAL HOSPITAL	10018	Atlanta	GA
Pleasant Valley Hospital	10312	Pleasantville	WV
DHQP Memorial Annex	10401	Atlanta	GA

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